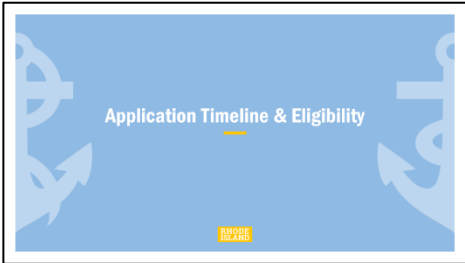




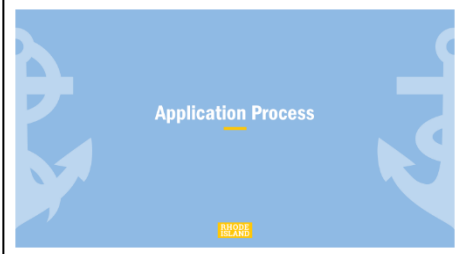
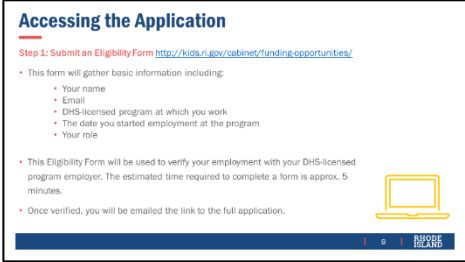

## Early Educator Pandemic Retention Bonus Informational Webinar

Slide #	Script	Slide
1.	<p>Welcome to the Early Educator Pandemic Retention Bonus Program Informational Webinar.</p> <p>This webinar has been designed to support you in your understanding of this program and walk you through the application timeline and process.</p>	
2.	<p>In this session we will cover:</p> <ul style="list-style-type: none"> <li>• <b>Part 1: Program Overview (1:02)</b></li> <li>• <b>Part 2: Application Timeline &amp; Eligibility (2:38)</b></li> <li>• <b>Part 3: Application Process (4:45)</b></li> <li>• <b>Part 4: Program Attestations and Tax Implications (7:46)</b></li> <li>• <b>Part 5: FAQs (10:16)</b></li> </ul> <p>This session is scheduled to be approximately 20 minutes.</p> <p>This is a self-paced webinar. You can start and stop it at any time. Section start times are noted in the PDF script accompanying this presentation and posted in the description of this video.</p> <p>Now, let's get started!</p>	
3.	<p><i>Part 1: Program Overview</i></p>	
4.	<p>As essential workers, early educators continue to play a crucial role in keeping licensed child care programs open and serving Rhode Island families throughout the ongoing COVID-19 pandemic.</p> <p>The Rhode Island Department of Human Services (DHS) was awarded \$18.7 million dollars in funds through the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF), as appropriated by the Governor and the General Assembly. This program is intended to invest in early educators by offering semiannual bonuses to direct care staff employed at DHS-licensed child care providers. DHS-licensed child care programs include Child Care Centers, Family Child Care Homes, and Family Child Care Group Homes.</p>	



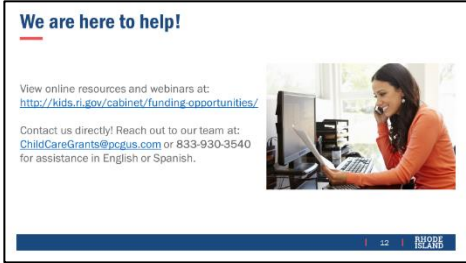
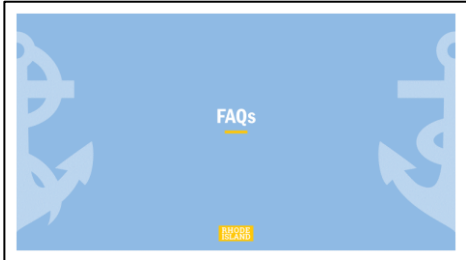
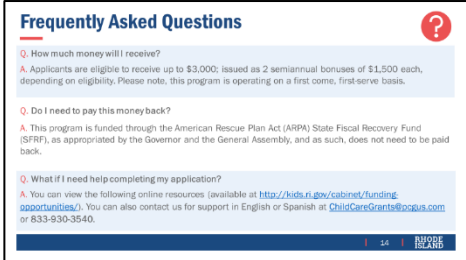
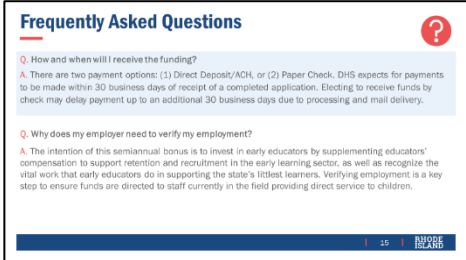
Slide #	Script	Slide												
	<p>Educators will be able to receive a maximum of 2 semiannual bonuses of \$1,500 each, depending on eligibility in each application window. These retention bonuses will supplement educators’ compensation to support retention and recruitment in the early learning sector, as well as recognize the vital work that early educators do in supporting the State’s littlest learners.</p> <p>Now that you have a better understanding of this program, let’s look at who is eligible to apply and the timeline to apply for this program.</p>													
5.	<i>Part 2: Application Timeline &amp; Eligibility</i>													
6.	<p>Two application windows will be open in Spring 2022 to award semiannual bonuses.</p> <p>Application Window #1 will be open from March 18, 2022- April 22, 2022. The funding amount for each applicant who applies during this window is \$1,500. To be eligible, you must meet this criterion:</p> <ul style="list-style-type: none"><li>• An active full-time or part-time employee of a DHS-licensed child care program</li><li>• Providing direct care to children during some portion of the average day of operation</li><li>• Employed for at least 6 consecutive months at the same DHS-licensed program by December 1, 2021</li></ul> <p>Application Window #2 will be open from June 1, 2022- June 30, 2022. The funding amount for each applicant who applies during this window is \$1,500. To be eligible, you must fit into this criterion:</p> <ul style="list-style-type: none"><li>• An active full-time or part-time employee of a DHS-licensed child care program</li><li>• Providing direct care to children during some portion of the average day of operation</li><li>• Employed for at least 6 consecutive months at the same DHS-licensed program by June 1, 2022</li></ul> <p>An important note for Home-based providers: If you are an assistant at a Family Child Care Home or a Family Child Care Group Home, you are only eligible to apply for this grant if you are <b>on file with DHS licensing</b>, so it is important that you confirm</p>	<div><h3>Application Timeline and Eligibility</h3><table><thead><tr><th>Window</th><th>Timeline</th><th>Funding Amount</th><th>Eligibility Criteria</th></tr></thead><tbody><tr><td>Application Window #1</td><td>March 18, 2022 - April 22, 2022</td><td>\$1,500.00</td><td><ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by December 1, 2021</li></ul></td></tr><tr><td>Application Window #2</td><td>June 1, 2022 - June 30, 2022</td><td>\$1,500.00</td><td><ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by June 1, 2022</li></ul></td></tr></tbody></table><p>For questions related to eligibility, please contact <a href="mailto:ChildCareGrants@pbcgus.com">ChildCareGrants@pbcgus.com</a>.</p></div>	Window	Timeline	Funding Amount	Eligibility Criteria	Application Window #1	March 18, 2022 - April 22, 2022	\$1,500.00	<ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by December 1, 2021</li></ul>	Application Window #2	June 1, 2022 - June 30, 2022	\$1,500.00	<ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by June 1, 2022</li></ul>
Window	Timeline	Funding Amount	Eligibility Criteria											
Application Window #1	March 18, 2022 - April 22, 2022	\$1,500.00	<ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by December 1, 2021</li></ul>											
Application Window #2	June 1, 2022 - June 30, 2022	\$1,500.00	<ul style="list-style-type: none"><li>*Active full-time or part-time employee of a DHS-licensed child care program</li><li>*Providing direct care to children during some portion of the average day of operation</li><li>*Employed for at least 6 consecutive months at the same DHS-licensed program by June 1, 2022</li></ul>											



Slide #	Script	Slide
	<p>with the DHS Child Care Licensing team that you are listed in official records.</p> <p>For questions related to eligibility, please contact <a href="mailto:childcaregrants@pcgus.com">childcaregrants@pcgus.com</a>.</p> <p>Now let's move into the application process!</p>	
7.	<i>Part 3: Application Process</i>	
8.	<p>Applying for this semiannual bonus is a two-step process.</p> <p>Step One is to submit an Eligibility Form.</p> <p>The link to the Eligibility Form will be posted on <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a>. The Form will gather basic information, including your name, email, DHS-licensed program at which you work, the date you started employment at the program, and your role.</p> <p>This Eligibility Form will be used to verify your employment. Information gathered in this Form will be shared by email with your DHS-licensed program employer for verification of your employment. Once verified, you will be emailed the link to the full application.</p> <p>The estimated time required to complete an Eligibility Form is approximately 5 minutes.</p>	
9.	<p>Step Two is to submit the Application.</p> <p>The link to the full application will be sent directly to your email (provided in the Eligibility Form) from <a href="mailto:childcaregrants@pcgus.com">childcaregrants@pcgus.com</a>. If you have not received your link after 5-7 business days and you have confirmed the email is not in your email's junk or spam folder, please reach out to our team at <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or 833-930-3540 for assistance.</p> <p>The application will be hosted in an online, cloud-based tool called GrantsConnect. If you do not have a GrantsConnect account, you will be prompted to create an account prior to accessing the application. Additional instructions will be included in the email with the application link. A detailed walkthrough of how to create an account for first time users is included in the FAQ section of this webinar.</p>	



Slide #	Script	Slide
	<p>The application will collect banking and tax information (such as your Social Security Number or Individual Tax Identification Number, bank account and routing number if you opt for a direct deposit, etc.), additional information related to your employment, and agreement to attestation language. The estimated time required to complete the application is approximately 15-20 minutes.</p> <p>DHS anticipates disbursing funds within 30 business days of receiving a completed application.</p> <p>Applicants will elect to receive funds either by direct deposit or by mailed check. Electing to receive funds by check may delay payment up to an additional 30 business days due to processing and mail delivery.</p> <p>Please note, bonuses will be issued on a first-come, first-serve basis.</p>	
10.	<i>Part 4: Program Attestations and Tax Implications</i>	
11.	<p>The final step in filling out the application will be to provide your signature in agreement to a series of attestations regarding this program. It is important that you read through each attestation fully and understand the intention of this bonus program as well as the tax implications before submitting your application.</p> <p>As a reminder, this Early Educator Pandemic Retention Bonus Program is intended to encourage staff retention in an effort to stabilize the child care sector. As a recipient of this bonus, you are agreeing that you intend to remain at your employer for the next 6 months in support of these stabilization efforts.</p> <p>Bonuses will be subject to state and federal income tax. As a bonus recipient, you are responsible for any and all tax consequences that arise as a result of receiving these funds, and you will acknowledge you understand that receipt of these bonuses may or may not influence your eligibility for income-based assistance programs.</p> <p>We want to make sure you understand your commitment in receiving this award as well as any implications that may arise from receiving these funds. If you have any questions regarding</p>	

Slide #	Script	Slide
	these attestations before or during the application process, please contact us at <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or toll free at 833-930-3540.	
12.	<p>We want this application process to be straightforward and are here to help! There are several ways to access assistance, in English and Spanish, during the application process.</p> <p><i>You can view online resources and webinars at <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a>.</i></p> <p><i>Or you can contact us directly! Reach out to our team at: <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or 833-930-3540 for assistance in English or Spanish. Let's cover some frequently asked questions before wrapping up this webinar.</i></p>	
13.	Part 5: FAQs	
14.	<p><i>Question: How much money will I receive?</i>  Answer: Applicants are eligible to receive up to \$3,000; issued as 2 semiannual bonuses of \$1,500 each, depending on eligibility. Please note, this program is operating on a first come, first-serve basis.</p> <p><i>Question: Do I need to pay this money back?</i>  Answer: This program is funded through the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF), as appropriated by the Governor and the General Assembly, and as such, does not need to be paid back.</p> <p><i>Question: What if I need help completing my application?</i>  Answer: RI DHS has provided several resources to assist you throughout the application process, including online resources posted at: <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a></p>	
15.	<p><i>Question: How and when will I receive the funding?</i>  Answer: There are two payment options: (1) Direct Deposit/ACH, or (2) Paper Check. DHS expects for payments to be made within 30 business days of receipt of a completed application. Electing to receive funds by check may delay payment up to an additional 30 business days due to processing and mail delivery.</p> <p><i>Question: Why does my employer need to verify my employment?</i></p>	



Slide #	Script	Slide
	<p>Answer: The intention of this semiannual bonus is to invest in early educators by supplementing educators' compensation to support retention and recruitment in the early learning sector, as well as recognize the vital work that early educators do in supporting the State's littlest learners. Verifying employment is a key step to ensure funds are directed to staff currently in the field providing direct service to children.</p>	
16.	<p><b>Question: What are the tax implications of these semiannual bonuses?</b></p> <p>Answer: Bonuses will be subject to state and federal income tax. In January 2023, bonus recipients will receive a Form 1099-MISC from Public Consulting Group (PCG, the fiscal intermediary disbursing payments), documenting receipt of these funds as income. Recipients are responsible for all tax implications related to receipt of funds. Please consult a tax professional or accountant for more information on how these funds may impact you.</p> <p><b>Question: Why is the application asking me to submit my Social Security Number?</b></p> <p>Answer: A Social Security Number (or Individual Tax Identification Number) is required in the application. This information will be used by Public Consulting Group (PCG, the fiscal intermediary disbursing payments) to issue a Form 1099-MISC. This tax form will be issued to all awarded applicants in January 2023, as these funds are considered income by the Internal Revenue Service.</p>	<p><b>Frequently Asked Questions</b></p> <p><b>Q.</b> What are the tax implications of these bonuses?</p> <p><b>A.</b> Bonuses will be subject to state and federal income tax. In January 2023, bonus recipients will receive a Form 1099-MISC from Public Consulting Group (PCG, the fiscal intermediary disbursing payments), documenting receipt of these funds as income. Recipients are responsible for all tax implications related to receipt of funds. Please consult a tax professional or accountant for more information on how these funds may impact you.</p> <p><b>Q.</b> Why is the application asking me to submit my Social Security Number?</p> <p><b>A.</b> A Social Security Number (or Individual Tax Identification Number) is required in the application. This information will be used by Public Consulting Group (PCG, the fiscal intermediary disbursing payments) to issue a Form 1099-MISC. This tax form will be issued to all awarded applicants in January 2023, as these funds are considered income by the Internal Revenue Service.</p> <p>16   RHODE ISLAND</p>
17.	<p><b>Question: What are the attestations required by this bonus program?</b></p> <p>Answer: In the bonus application, applicants are asked to attest (or agree) to several statements including: the accuracy of information provided in the application, how the information in the application may be used by DHS or PCG, and the applicant's understanding of eligibility requirements and financial implications (such as tax implications and eligibility related to income-based assistance programs as these funds are considered income). Additionally, the applicant will attest to the program's intended purpose- to encourage the retention of the child care workforce- and will attest to their intention to remain at their current employer for 6 months following the receipt of funds.</p>	<p><b>Frequently Asked Questions</b></p> <p><b>Q.</b> What are the attestations required by this bonus program?</p> <p><b>A.</b> In the bonus application, applicants are asked to attest (or agree) to several statements including:</p> <ul style="list-style-type: none"> <li>• The accuracy of information provided in the application</li> <li>• How the information in the application may be used by DHS or PCG</li> <li>• The applicant's understanding of eligibility requirements and financial implications (such as tax implications and eligibility related to income-based assistance programs as these funds are considered income).</li> </ul> <p>Additionally, the applicant will attest to the program's intended purpose - to encourage the retention of the child care workforce - and will attest to their intention to remain at their current employer for 6 months following the receipt of funds.</p> <p>17   RHODE ISLAND</p>
18.	<p><b>Question: I worked at multiple child care programs in the last six months. Am I eligible for a pandemic retention bonus?</b></p> <p>Answer: The bonus is meant to support early educators who worked and will continue to work at the same employer. Applicants are not eligible for a retention bonus if they have not worked at the same location for at least 6 months as of the eligibility date for each application window (Window #1: December 1, 2021 and Window #2: June 1, 2022).</p>	<p><b>Frequently Asked Questions</b></p> <p><b>Q.</b> I worked at multiple child care programs in the last six months. Am I eligible for a pandemic retention bonus?</p> <p><b>A.</b> The bonus is meant to support early educators who worked and will continue to work at the same employer. Applicants are not eligible for a retention bonus if they have not worked at the same location for at least 6 months as of the eligibility date for each application window (Window #1: December 1, 2021 and Window #2: June 1, 2022).</p> <p><b>Q.</b> My child care program was closed for 2 weeks during the 6-month time frame due to COVID-19. Does that make me ineligible for the bonus?</p> <p><b>A.</b> As you were still employed with the program during the temporary closure due to COVID-19, you would still be considered eligible to apply.</p> <p>18   RHODE ISLAND</p>





Slide #	Script	Slide
	<p><i>Question: My child care program was closed for 2 weeks during the 6-month time frame due to COVID-19. Does that make me ineligible for the bonus?</i></p> <p>Answer: As you were still employed with the program during the temporary closure due to COVID-19, you would still be considered eligible to apply.</p>	
19	<p><i>Question: I'm new to GrantsConnect. How do I set up an account when I am ready to submit my applicant?</i></p> <p>Answer: After your Eligibility is confirmed, you will receive the application link by email. Selecting the link will take you to the GrantsConnect webpage. On this page, you will be prompted to sign in or sign up. If you are a new user, please select 'sign up' in the upper right-hand corner of the page.</p> <p>Please create your account using the same email address you submitted in the Eligibility form. Using a different email address will slow down the application review process. Also, while other applicant information may be edited, such as phone number, your email address cannot be changed once the account is created.</p> <p>You will then be asked to fill in general information about yourself including: your name, email address, phone number, and address. We recommend you enter your full legal name.</p> <p>You will then create a password for this account. The password must fit the necessary security requirements. Make sure to create a password that you will remember and/or take note of the password that you are creating. Once you agree to the terms and conditions, you will then be able to select 'sign up' in the bottom right corner of the page.</p> <p>After your account is created, you can sign into the portal by selecting "Sign In".</p> <ul style="list-style-type: none"> <li>• Upon signing in for the first time, you will be prompted to enter a verification code. This code will be sent by GrantsConnect to your email account. If you do not receive the verification email after a few minutes, check your junk or spam folder, or select the prompt "Resend account verification email" on the GrantsConnect log-in screen.</li> </ul> <p>If you need any additional guidance on creating an account, you may reference the "How to Create an Applicant Profile" resource on <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a> or reach out at <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or toll free at 833-930-3540 for support.</p>	



Slide #	Script	Slide
20	<p><b>The 2 following questions and answers are specific to Program Owners, Directors, or Administrators</b></p> <p><i>Question: How will my employees find out about the application for this bonus?</i></p> <p>Answer: The link to the application will be posted on <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a> beginning March 18, 2022. As an employer, you will also receive an email the day the application goes live, linking to <a href="http://kids.ri.gov/cabinet/funding-opportunities/">http://kids.ri.gov/cabinet/funding-opportunities/</a>. We encourage you to forward this information to your employees.</p> <p><i>Question: I understand that my role as an employer includes receiving employment verification requests for my employees who apply for this bonus. How do I change the point of contact who will verify the employees for staff at my program?</i></p> <p>Answer: An Employer Contact Verification request was sent to the email on file with DHS for all Child Care Center programs to confirm or update their program's point of contact. You may complete this form by March 16 to update your program's point of contact for this bonus program. If you need the link to be resent to your program, please contact <a href="mailto:childcaregrants@pcgus.com">childcaregrants@pcgus.com</a>. Updating the point of contact on this form will not update any information currently on file with DHS licensing.</p>	
21.	<p>Our team is here to support you. If you have any additional questions or need technical assistance, please contact: <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or call our toll-free number 833-930-3540 for assistance in English or Spanish.</p> <p>With the influx of federal funds related to COVID-19, many scammers are looking to take advantage of others by collecting their personal data. Please be aware: All communications related to this program and your application will come from <a href="mailto:Childcaregrants@pcgus.com">Childcaregrants@pcgus.com</a> and the Department of Human Services. If at any time, you are concerned or unsure if the person contacting you related to this program is acting in good faith, please call our toll-free number 833-930-3540 to confirm the representative is from the Public Consulting Group or the RI Department of Human Services.</p>	
22.	<p>Thank you for participating in this webinar – we hope this has been helpful to you!</p> <p>If you have questions or feedback regarding the webinar and any of its contents, please reach out at <a href="mailto:ChildCareGrants@pcgus.com">ChildCareGrants@pcgus.com</a> or toll free at 833-930-3540.</p>	